

**THE VIRGINIA BOARD FOR  
WATERWORKS AND WASTEWATER WORKS OPERATORS AND ONSITE  
SEWAGE SYSTEM PROFESSIONALS**

**Onsite Sewage Systems Professionals Committee Meeting**

**MEETING MINUTES**

The Onsite Sewage Systems Professionals Committee of the Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals met on Monday, November 12, 2007 at The Inn at Virginia Tech and Skelton Conference Center, 901 Prices Fork Road, Blacksburg, VA 24061.

The following members of the Board were present:

Wesley Kleene  
Marcia Degen  
Doug Crooks  
Ron Thomas  
Brooke Philpy  
Kornell "Trapper" Davis

The following members of the Committee, who are not Board members, were present:

Jack Vanderland  
Don Alexander, Virginia Department of Health

The following members of DPOR staff were present during some or all of the meeting:

David Dick, Executive Director

Robert Hicks, Virginia Department of Health, was also present.

Mr. Vanderland, acting as Chair, called the meeting to order at **Call to Order** 7:00 PM.

Mr. Alexander moved the adoption of the agenda prepared by **Adopt Agenda** staff, which was seconded by Mr. Crooks and carried by a unanimous aye vote.

Mr. Dick briefed the Committee on the HB 3134 and SB 1270 **HB 3134 and SB 1270** mandate to promulgate regulations governing Onsite Sewage System Professionals and have them in effect on July 1, 2009.

Mr. Dick briefed the Committee members on the role of the Board in developing regulation provisions establishing a regulatory program for the three new professions.

**Role of Board**

Mr. Dick explained that HB 3134 and SB 1270 mandated that DPOR and VDH work together to establish the new regulatory program. One of the professions, Authorized Onsite Soil Evaluator, is currently regulated by VDH and must transfer smoothly to DPOR to prevent any disruption in the availability of qualified practitioners to the public. Alternative Onsite Sewage System Installers and Alternative Onsite Sewage System Operators are not currently regulated. All three must be properly qualified to perform tasks in compliance with VDH regulations, thus the importance of VDH involvement throughout the process.

**Roles of DPOR and VDH**

Mr. Dick explained that the challenge ahead of the Committee and the Board is to develop draft regulations to the set appropriate education, experience, examination, and performance/discipline standards for the newly-regulated professions.

**Challenge**

Mr. Dick explained that any examination to be used to determine entry level competence for any license must be developed by a vendor capable of employing psychometric principles to develop a valid and defensible examination or examinations.

**Examination**

Mr. Dick reviewed with the Committee the one comment received in response to the Board's Notice of Intended Regulatory Action

**NOIRA Public Comment**

Chairperson Vanderland opened the floor for public comment. A number of the sixteen or so individuals made comments and offered advice. The Committee continued to take comments from those present throughout the remainder of the meeting.

**Public Comment Period**

The Committee proceeded to draft possible regulation provisions using a regulation outline prepared by Mr. Dick for the Committee's use.

**Working Documents**

Mr. Alexander briefed the Committee on the current VDH requirements to become an Authorized Onsite Soil Evaluator, which formed the basis for Committee discussion.

**VDH AOSE Regulations**

Mr. Vanderland asked the Committee members who were Board members to complete their conflict of interest forms and travel vouchers.

**Conflict of Interest Forms and Travel Vouchers**

Finding the agenda to have been covered and finding no further

**Adjournment**

Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals  
Onsite Sewage Systems Professionals Committee  
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business to conduct, Mr. Vanderland adjourned the Committee meeting at 9:40 PM.

  
\_\_\_\_\_  
Harold W. Walker, Chairperson

  
\_\_\_\_\_  
Jay W. DeBoer, Secretary

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\_\_\_\_\_  
Custodian of the Records

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of  
State Government**

1. Name: Doug Crooks
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: NONE
- 

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: \_\_\_\_\_

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(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated:

Nov. 12, 2007

Signature:

Doug Crooks

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of  
State Government**

1. Name: Marcia Degen
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_  
\_\_\_\_\_

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: \_\_\_\_\_  
\_\_\_\_\_

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated. 11/12/07

Signature: Marcia J Degen

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of  
State Government**

1. Name: Brooke Philpy
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

(6)

I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: Brookside Soil Evaluations and Solutions, VOWRA, VAPSS

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_

11/12/07

S. Brooke Philpy

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

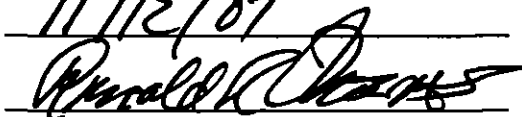
**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of  
State Government**

- 1. Name: Ron Thomas
- 2. Title: Board Member - Waterworks and Wastewater Works Operators
- 3. Agency: Department of Professional and Occupational Regulation
- 4. Transaction: Board Meeting
- 5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_  
\_\_\_\_\_

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: sewage handling appeals board, VOWRA, SeptiClean Inc.

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: 11/12/07  
Signature: 

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of  
State Government**

1. Name: Dr. J. Wesley Kleene
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: \_\_\_\_\_

VDH

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: 11/12/07

Signature: 



**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of  
State Government**

1. Name: Trapper Davis
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_  
\_\_\_\_\_

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: COASTAL TRAILS ENVIRONMENTAL GROUP

NOVRA, NONRA, ON-SITE SERVICE PROVIDER, RASZ

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: 11-12-2007

Signature: 